



DEPARTMENT OF THE AIR FORCE
HEADQUARTERS AIR MOBILITY COMMAND (AMC)

MEMORANDUM FOR ALL OFFERORS

APR 04 2002

FROM: HQ AMC/DOYAS
402 Scott Drive Unit 3A1
Scott AFB IL 62225-5302

SUBJECT: Solicitation F11626-02-R-0005

1. Enclosed is the FY 03 solicitation for the Domestic Services Section of the National Civil Reserve Air Fleet (CRAF) Segment.
2. Your attention is directed to the following information and/or common problems encountered during the evaluation process, which can significantly delay the award process:
 - a. The FY 03 Domestic CRAF solicitation requires commitment of aircraft to Stage II, in addition to Stage III.
 - b. The offeror must have performed 12 continuous months of comparable service in the type of airlift business required, prior to award. See Section M, paragraph 2 of the solicitation.
 - c. The offeror must be DoD approved prior to award. See Section M, paragraph 2 of the solicitation.
 - d. The offeror's aircraft must meet the CRAF minimum capability requirements stated in the solicitation, Section C-2, paragraph 1.6.3. In addition, the capability requirements offered must be reviewed and approved by HQ AMC/DOF.
 - e. **Facility Clearance process.** A Facility Clearance is required before a contract can be awarded. Reference Section L, paragraph 5, AFFARS 5352.215-9000, Facility Clearance. The Defense Security Service Operations Center (DSSOC) is responsible for this process, which can be lengthy. **Immediate** response to their requirements is necessary in order to process the facility clearance in a timely manner and allow further evaluation of the offer for award. All offerors are **strongly encouraged** to thoroughly review the National Industrial Security Program Operating Manual (NISPOM) (DoD 5220.22M) for an in-depth understanding of what is required from the DSSOC, to include those personnel that are required to comply.
 - f. **Lease agreements.** If offering leased aircraft to the CRAF program, the certificate on pages L-4 and L-5, paragraph 8.c. **must** be completed. The lease agreement(s) **must** be exactly as stated in this Lease Conformance. **No alternative language is acceptable.**
3. Environmental Compliance. Offerors are reminded of the environmental requirements contained in the solicitation to comply with all applicable federal, state, and local environmental statutes and regulations. In addition to the scrutiny of civil environmental regulatory and enforcement agencies, environmental compliance incidental to Air Force activities or on Air Force property is subject to Air Force scrutiny. The Air Force routinely investigates environmental violations and cooperates fully with civil authorities to secure remedies and discourage future violations. Failure to comply with environmental statutes and regulations can subject the contractor to criminal and civil penalties and/or contractual sanctions including, but not limited to, termination, suspension, and debarment, and adverse past performance assessment.
4. Please refer to Section L, paragraph 8, Proposal Preparation Requirements, prior to submitting your offer. AMC HQ Forms 82 and 83, and the DOD Statement of Intent shall be completed and returned with your offer.

5. Your interest in this requirement is appreciated. Your point of contact is Mary Deutschmann, (618) 229-2486, FAX (618) 256-2804, or E-mail Mary.Deutschmann@scott.af.mil.



RICHARD SANTANELLO
Contracting Officer

SOLICITATION, OFFER AND AWARD		1. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 700)		RATING	PAGE 1 OF 1 PAGES
2. CONTRACT NUMBER	3. SOLICITATION NUMBER F11626-02-R-0005	4. TYPE OF SOLICITATION <input type="checkbox"/> SEALED BID (IFB) <input checked="" type="checkbox"/> NEGOTIATED (RFP)	5. DATE ISSUED 04/Apr/2002	6. REQUISITION/PURCHASE NUMBER F7335020080200	
7. ISSUED BY HQ AMC/DOYAS 402 Scott Dr., Unit 3A1 Scott AFB, IL 62225-5302		CODE FA4428	8. ADDRESS OFFER TO (If other than Item 7)		

NOTE: In sealed bid solicitations "offer" and "offeror" mean "bid" and "bidder".

SOLICITATION

9. Sealed offers in original and 1 copies for furnishing the supplies or services in the Schedule will be received at the place specified in Item 8, or if handcarried, in the depository located in Post L-8, Bldg 1600, Scott AFB IL 62225 until 1630 local time * 30 June 2003
(Hour) (Date)

CAUTION - LATE Submissions, Modifications, and Withdrawals: See Section L, Provision No. 52.214-7 or 52.215-1. All offers are subject to all terms and conditions contained in this solicitation. *** See Page B-1, Paragraph 3.**

10. FOR INFORMATION CALL:	A. NAME Mary Deutschmann	B. TELEPHONE (NO COLLECT CALLS)		C. E-MAIL ADDRESS
		AREA CODE 618	NUMBER 229-2486	EXT. Mary.Deutschmann@scott.af.mi

11. TABLE OF CONTENTS

(X)	SEC.	DESCRIPTION	PAGE(S)	(X)	SEC.	DESCRIPTION	PAGE(S)
PART I - THE SCHEDULE				PART II - CONTRACT CLAUSES			
<input checked="" type="checkbox"/>	A	SOLICITATION/CONTRACT FORM	1	<input checked="" type="checkbox"/>	I	CONTRACT CLAUSES	5
<input checked="" type="checkbox"/>	B	SUPPLIES OR SERVICES AND PRICES/COSTS	1	PART III - LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACH.			
<input checked="" type="checkbox"/>	C	DESCRIPTION/SPECS./WORK STATEMENT	13	<input checked="" type="checkbox"/>	J	LIST OF ATTACHMENTS	1
	D	PACKAGING AND MARKING		PART IV - REPRESENTATIONS AND INSTRUCTIONS			
<input checked="" type="checkbox"/>	E	INSPECTION AND ACCEPTANCE	1	<input checked="" type="checkbox"/>	K	REPRESENTATIONS, CERTIFICATIONS AND OTHER STATEMENTS OF OFFERORS	9
<input checked="" type="checkbox"/>	F	DELIVERIES OR PERFORMANCE	1	<input checked="" type="checkbox"/>	L	INSTRS., CONDS., AND NOTICES TO OFFERORS	6
<input checked="" type="checkbox"/>	G	CONTRACT ADMINISTRATION DATA	1	<input checked="" type="checkbox"/>	M	EVALUATION FACTORS FOR AWARD	4
<input checked="" type="checkbox"/>	H	SPECIAL CONTRACT REQUIREMENTS	8				

OFFER (Must be fully completed by offeror)

NOTE: Item 12 does not apply if the solicitation includes the provisions at 52.214-16, Minimum Bid Acceptance Period.

12. In compliance with the above, the undersigned agrees, if this offer is accepted within ** calendar days (60 calendar days unless a different period is inserted by the offeror) from the date for receipt of offers specified above, to furnish any or all items upon which prices are offered at the price set opposite each item, delivered at the designated point(s), within the time specified in the schedule. **** Superseded by Section L, Paragraph 11.**

13. DISCOUNT FOR PROMPT PAYMENT (See Section I, Clause No. 52.232-8)	<input checked="" type="checkbox"/> 10 CALENDAR DAYS (%)	<input type="checkbox"/> 20 CALENDAR DAYS (%)	<input type="checkbox"/> 30 CALENDAR DAYS (%)	<input type="checkbox"/> CALENDAR DAYS (%)
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14. ACKNOWLEDGMENT OF AMENDMENTS (The offeror acknowledges receipt of amendments to the SOLICITATION for offerors and related documents numbered and dated):	AMENDMENT NO.	DATE	AMENDMENT NO.	DATE

15A. NAME AND ADDRESS OF OFFEROR	CODE	FACILITY	16. NAME AND TITLE OF PERSON AUTHORIZED TO SIGN OFFER (Type or print)

15B. TELEPHONE NUMBER	15C. CHECK IF REMITTANCE ADDRESS IS DIFFERENT FROM ABOVE - ENTER SUCH ADDRESS IN SCHEDULE. <input type="checkbox"/>	17. SIGNATURE	18. OFFER DATE
AREA CODE NUMBER EXT.			

AWARD (To be completed by Government)

19. ACCEPTED AS TO ITEMS NUMBERED	20. AMOUNT	21. ACCOUNTING AND APPROPRIATION

22. AUTHORITY FOR USING OTHER THAN FULL AND OPEN COMPETITION: <input type="checkbox"/> 10 U.S.C. 2304(c)) <input type="checkbox"/> 41 U.S.C. 253(c) ()	23. SUBMIT INVOICES TO ADDRESS SHOWN IN (4 copies unless otherwise specified)

24. ADMINISTERED BY (If other than Item 7)	25. PAYMENT WILL BE MADE BY
CODE	CODE

26. NAME OF CONTRACTING OFFICER (Type or print)	27. UNITED STATES OF AMERICA
	(Signature of Contracting Officer)
	28. AWARD DATE

IMPORTANT - Award will be made on this Form, or on Standard Form 26, or by other authorized official written notice.

AUTHORIZED FOR LOCAL REPRODUCTION
Previous edition is unusable

STANDARD FORM 33 (REV. 9-97)
Prescribed by GSA - FAR (48 CFR) 53.214(c)

CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED

F11626-02-R-0005

PAGES

B-1

NAME OF OFFEROR OR CONTRACTOR

ITEM NO.	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
	1. COMMITMENT OF AIRCRAFT TO THE CRAF PROGRAM				
0001	MOBILIZATION REPRESENTATIVE (MOBREP)/TECHNICAL ADVISORY GROUP (TAG) MEETING The contractor shall provide no more than two representatives to attend the annual MOBREP/TAG Meeting.	NTE 2	REPS	\$715.00	NTE \$1,430.00
0002	CRAF ACTIVATION - PASSENGER SERVICE (in accordance with Section C). GCSM DISTANCE INTERVAL UNIT NTE PRICE 0-250 Per Seat Mile \$ _____ 251-500 Per Seat Mile \$ _____ 501-750 Per Seat Mile \$ _____ 751-1000 Per Seat Mile \$ _____ 1001-1500 Per Seat Mile \$ _____ 1501-2000 Per Seat Mile \$ _____ Over 2000 Per Seat Mile \$ _____				
0003	CRAF ACTIVATION - CARGO SERVICE (in accordance with Section C). GCSM DISTANCE INTERVAL UNIT NTE PRICE 0-250 Per Ton Mile \$ _____ 251-500 Per Ton Mile \$ _____ 501-750 Per Ton Mile \$ _____ 751-1000 Per Ton Mile \$ _____ 1001-1500 Per Ton Mile \$ _____ 1501-2000 Per Ton Mile \$ _____ Over 2000 Per Ton Mile \$ _____				
0004	REIMBURSABLE EXPENSE ITEMS (in accordance with Section C). Includes Positioning/Depositioning Costs and Federal Transportation Taxes. Amount and funding to be determined at time of activation. 2. MINIMUM QUANTITY The total minimum quantity to be awarded under this contract will be an invitation to the annual MOBREP/TAG Meeting (Not to exceed \$1,430.00. The invitation fulfills the Government's obligation whether or not the contractor attends the meeting. Actual costs to the contractor, not to exceed \$1,430.00, will be reimbursed by the Government. 3. SOLICITATION CLOSING DATE Due to the AMC requirement to notify GSA of CRAF membership, it is requested that all offers be submitted within 45 days from the issue date of this solicitation. However, offers will be accepted until the closing date shown on Page 1 of 1 (Standard Form 33) of this solicitation.	Estimated 1	LOT		Estimated